



UNITED STATES
ENVIRONMENTAL PROTECTION AGENCY
REGION II
EDISON, NEW JERSEY

July 5, 2005

Ms. Jean Bowker, Reference Librarian
Kensington Branch Library
Buffalo, NY 14215

Dear Ms. Bowker:

The U.S. Environmental Protection Agency, (EPA) is currently performing a time-critical removal action at the Sweet Kleen Laundry Site under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). The CERCLA Removal Action is located in the Buffalo, Erie County, New York.

We appreciate having the public library as the designated administrative record facility for the Sweet Kleen Laundry Site. The enclosed record files, along with any future documents relating to technical activities at the site should be placed in the public library and be available for public review. The record files should be treated as a non-circulating reference and should not be removed from your facility.

By providing the public with greater access to these records, we hope that they will be better equipped to comment constructively about site activities and to understand the issues relating to the selection of the response action at the site.

Also enclosed is a fact sheet, "Administrative Records in Local Repositories", to assist you and your staff in answering questions posed by the public concerning administrative records for selection of response actions at Superfund sites. Please feel free to distribute this guide to the public.

To ensure the receipt of the administrative record file, I would appreciate your completion of the attached Document Transmittal Acknowledgment form. Please return this form in the enclosed self-addressed, stamped envelope.

Again, I would like to thank you for your cooperation with the U.S. EPA in serving as a Field Repository. If you have any questions or comments, please contact me at (716) 835-7012.

Sincerely yours,

A handwritten signature in black ink, reading "Kevin M. Matheis", is written over the typed name.

Kevin M. Matheis
On-Scene Coordinator
U.S. EPA Region 2
Emergency and Remedial Response Division



110211

June 30, 2005

From: Jean Bowker
Reference Librarian, Kensington Branch Library, Buffalo, New York

To: Kevin M. Matheis, OSC
U.S. EPA Region II
2890 Woodbridge Ave.
Edison, NJ 08837

I acknowledge that I have received the following documents from the U.S. EPA Region II Office, pertaining to the Sweet Kleen Laundry Site.

Administrative Record Documents Numbers for the Sweet Kleen Laundry Site:

SKL2.1001-2.1063
SKL2.9001-2.9041
SKL10.3001-10.3001

SKL2.2001-2.2004
SKL2.9042-2.9095
SKL11.2001-11.2002

SKL2.5001-2.5062
SKL6.4001-6.4001

Signed: _____

Date: _____

Please return this form to:

Kevin M. Matheis, On-Scene Coordinator
U.S. EPA Region II
2890 Woodbridge Ave.
Edison, NJ 08837

NOTICE OF PUBLIC AVAILABILITY

The United States Environmental Protection Agency (EPA) announces the availability for public review of files comprising the administrative record for the selection of the removal action at the Sweet Kleen Laundry Site. The EPA seeks to inform the public of the availability of the record file at this repository and to encourage the public to comment on documents as they are placed in the record file.

The administrative record file includes documents which form the basis for the selection of a removal action at this site. Documents now in the record file include: Action Memorandum, Sampling Plan, Sampling and Analysis Data/Chain of Custody Forms, Site Analysis Reports, Trip Reports, Other Referral Documents and the EPA regional guidance documents list. Other documents may be added to the record files as they become available. These additional documents may include, but are not limited to, other technical reports, validated sampling data, comments, and new data submitted by interested persons, and the EPA responses to significant comments.

The administrative record files are available for review during normal business hours at:

Kensington Branch Library
22 Westminister Ave
Buffalo, NY 14215
(716) 833-7278

U.S. EPA - Region II
Removal Action Branch
2890 Woodbridge Avenue
Edison, NJ 08837
(732) 906-6879

Additional guidance documents and technical literature is available at the following location:

U.S. EPA - Region II
Removal Records Center
2890 Woodbridge Avenue
Edison, NJ 08837
(732) 906-6980

Written comments on the Administrative Record should be sent to:

Kevin M. Matheis
On-Scene Coordinator
Removal Action Branch
U.S. EPA - Region II
2890 Woodbridge Avenue
Edison, NJ 08837